

BOSCAWEN OLD HOME DAY COMMITTEE
Final Minutes October 15, 2018

Present – Polly Dawson, President; Vice President; Rhoda Bergeron, secretary; Kim Kenney, Sue Kilgus, Beverly Lacey, Lori Bernard, Sarah Gerlack and Katie Phelps.

Roll call

Minutes – of September 19, 2018 reviewed. Remove; Polly and Lyman went to talk with Electrisola. Rhoda Bergeron wanted the entire part taken out starting at Lyman and ending at winners. And correct; cost of craft fair tickets is incorrect so remove the sentence “The Craft Table tickets will be sold for \$1 each or 6 for \$5, and the attendant will write the sold ticket numbers on paper to keep track of them.” Change to “The craft table attendant will write down the sold tickets to keep track of them.” Sue Kilgus said per gaming commission you have to take the first ticket you are selling and tape it to the piece of paper that keeps the numbers and after the last ticket is sold you tape the next ticket on as well.

MOTION: To approve the OHD minutes of September 19, 2018 made by Rhoda Bergeron. Seconded by Sue Kilgus, all in favor, none opposed.

Polly Dawson said that Katie Phelps said all Volunteers need to have a background check done yearly and will talk with Selectmen about this.

Polly Dawson asked the Committee to think of ideas for Old Home Day next year. Polly questioned about how to get Residents to advertise in their yards but it doesn't cost the Committee money.

Polly said they were supposed to start in June to start talking about nominations for Citizen of the year. Polly said she wasn't sure if they need to describe the nominations better. Kim said they should make it similar and just have one citizen of the year. Kim said if they don't get a response for Citizen of the year it may be easier for the Board to appoint one.

CRAFT FAIR

Application:

- Application for School Facility Use Permit- has been submitted
- School Use Rental Agreement Form- has been submitted

- Check Payment from Katie Phelps for application fees- Katie and Alan are handling
- Copy of 501c3 Proof for Non-Profit – For discounted rates, Katie and Alan are handling this
- Certificate of Liability Insurance in the amount of a million dollars – naming Concord District- Katie and Alan are handling

Requests:

The OHD Committee will be requesting the following from the School.

- Wireless access and password
- Outdoor Sign to read Craft Fair
- School Tables (without attached seats) - and chairs for the board only
- Request early set up on Friday

Polly said Matt should arrive at 7:30pm Friday for set up of the tarps.

Sue said she needs Matt to help as he is the point person on how to have things set up.

Kim will be sending a letter home to parents requesting cookie donations. Sue asked if the cookies can be separated by wax paper.

Kim will be picking up the tarps from the Fire Station. Sue asked if she could meet her between 5-6pm to get them.

Friday - Sue will need help with the following:

- Tarps on floor and names
- Set up Cookie Walk table -
- Craft Raffle table -
- Set up kitchen area –

Kim, Polly, Lori, Steve and Tim will be helping set up Friday night at 6:00.

Saturday

Where people will be helping:

Rhoda - Selling Christmas Lottery Tree Tickets and Free Raffle Door Prize Tickets

Beverly - Cookie Walk table

Melissa & Kim - Possibly the Craft Raffle Table (with Daughter & Friend

Sue – Raffle for Vendors – Restaurant Gift Card

Corey- Rhoda will look talk with him about helping in the kitchen
Polly- Kitchen

Kim said the Committee needs to be working with the volunteers so they aren't feeling deserted and they shouldn't have to be running a section alone just helping.

Food

- Sausage Gumbo Soup- Matt
- Broccoli Cheddar Soup- Sue
- Corn Chowder- Beth Roy
- Chili- Rodger
- Hot Dogs in Machine
- Sausage & Egg Patties (frozen) w/Cheese on English Muffins
- Homemade Cookies for Cookie Walk - From the school also
- Nachos (made in crockpot)
- Soda, Water and Coffee- Polly will start coffee

Sue said they have 2 coffee pots and the Town Hall has 2 more coffee pots and they could rotate them so they always have hot fresh coffee. Sue believes they will need another case of water. Sue said they need a sign for prices. Kim said if they bring the bingo sign she can make it. Sue asked if she had an easel. Kim said she can make her easel work but a white board might be better so they can change it if they want to get rid of stuff later in the day.

Polly wondered who would be cooking. Sue said she reached out via text to Christine and is waiting to hear back if Corey is willing to help. A Committee member questioned if any High School students would be looking for volunteer hours.

Polly questioned the need for coolers. Committee members have them to use.

Sue said the person that runs each station should be responsible to clean up that section.

Sue said she will touch base with Alan about how to get the money.

Sue said Matt should be able to help in the Kitchen. Sue said the Committee needs more members or they cannot do events like this or Old Home Day. Sue said posting something in the Boscawen News Vine looking for help on the events.

BINGO

Polly went over the schedule for the Bingo, they currently have 6. April 21st is Easter so needs to be moved. Sue said they will get more attendance if they hold the meeting earlier. Polly said they can have it April 13th. Kim said they can keep the schedule the same and if something gets cancelled they can add the April 13th. Kim can reach out for volunteers for desserts.

TURKEY DINNER

Sue said in November/December they try to purchase the Turkeys. Kim said she will bake a couple pies. Rhoda said that Matt makes a great sweet potato pie. Kim said she will cook a Turkey for the dinner. Polly said for each dinner they will need 3 20ish pound Turkeys for each dinner. Rhoda will make the salad.

MOTION: For the Meeting to Adjourn made by Kim. Seconded by Sue, all in favor, none opposed.

Next Meeting – November 19, 2018 at 6:30 p.m.

Danielle Bosco, Recording Secretary